

February 27, 2006

**City of Milton-Freewater
City Council Minutes**

The Council of the City of Milton-Freewater met in regular session on Monday, February 27, 2006 at 7:00 p.m. in the Albee Room of the Library.

The following members were present: Mayor Key, Councilors Records, Kelley, Woods, Humbert, Irving and Lyon. Staff members present were City Manager Delphine Palmer, Assistant City Manager Linda Hall, City Planner Gina Hartzheim, Community Development Supervisor Mike Watkins and Public Works Superintendent Trainee Dave Bradshaw. Citizens present were Dalena Norton and Paul Seaquist. Youth Representative Potts was out of town.

Press member present was Melanie Hall from the Valley Herald.

CONSENT CALENDAR ITEMS: The consent calendar consisted of minutes from the February 13, 2006 council meeting. Councilor Kelley motioned to adopt the consent calendar. Councilor Woods seconded the motion which passed unanimously.

NEW BUSINESS

BID AWARD CONTRACT 201-PAVING PROJECT. Public Works Superintendent Trainee Dave Bradshaw stated this was a continuation of action taken by council in January to approve the acceptance of funds. City staff advertised and opened sealed bids for overlaying portions of NW 5th and Lamb Street and paving portions of NE 2nd and NE 3rd. Mr. Bradshaw stated there were three competitive bids and recommended awarding the low bid of \$70,900.00 to Humbert Asphalt, Inc. of Milton-Freewater, Oregon.

Councilor Humbert asked about the carry-forward balance of \$113,021 and if the \$70,900 bid would reduce this amount. Mr. Bradshaw stated that the \$70,900 is just the paving from Humbert Asphalt, Inc., but in addition, the City will have in-kind expenses. In addition, Mr. Bradshaw stated he thought there would still be a balance carried forward.

Councilor Lyon disclosed he had worked part-time for Humbert Asphalt previously and stated he would abstain from the vote if any Council member or citizen objected. There were no objections. Assistant City Manager Linda Hall stated that if Councilor Lyon had a financial interest or partnership with this company that he would have a conflict of interest, but this was not the case.

Councilor Kelley moved to award Contract 201 to the low bidder, Humbert Asphalt, Inc., in the amount of \$70,900. Councilor Records seconded the motion which passed unanimously.

BID AWARD CONTRACT 202-POLICE CAR PURCHASE. Public Works Superintendent Trainee Dave Bradshaw stated this would replace one patrol car. One bid was received from Ford of Walla Walla in the amount of \$21,250.00. Staff recommended purchasing optional side impact airbags in the amount of \$275 for a total of \$21,525.00.

Mayor Key stated he remembered past discussions requiring rear-wheel drive vehicles, but in the last purchase that was changed. With this bid requesting rear-wheel drive, Mayor Key

asked if this was required. Mr. Bradshaw said the bid was sent out with the specification requesting a Police Interceptor.

Councilor Irving noted that the Council had previously discussed the need for fuel economy in police car purchases. He further stated the City needed to be more budget conscious in the future. The front-wheel drive vehicles would result in as much as \$8,000 annually in fuel savings.

Councilor Humbert moved to award bid for the police car to Ford of Walla Walla in the amount of \$21,525.00. Councilor Lyon seconded the motion which passed with Councilors Lyon, Humbert, Woods and Records voting yea, and Councilors Irving and Kelley voting nay.

RESOLUTION NO. 2010 DECLARATION OF SURPLUS EQUIPMENT. Public Works Superintendent Trainee Dave Bradshaw stated there was a lot of wood as surplus located by the fire training facility. There are other surplus items, an air compressor and an Ingram roller.

Councilor Lyon asked what type of air compressor was listed. Mr. Bradshaw said it was gas operated, and although it is not used a lot, it is used periodically and has been replaced with newer equipment.

Councilor Humbert asked if the compressor should be kept as a backup or just as a spare in the event two compressors would be needed. Councilor Lyon agreed and further said that having a spare is a wise decision and the price does not warrant a sale. Councilor Irving said that 2,120 hours on the compressor is comparable to 80,000 miles on a vehicle.

Councilor Humbert motioned to remove V-33, Air Compressor off of Exhibit "A". Councilor Lyon seconded the motion which passed unanimously.

Councilor Humbert motioned to adopt Resolution No. 2010, authorizing the two remaining items in Exhibit "A" (V-37, Ingram Roller and Wood) as surplus and to authorize the Public Works Department to liquidate as outlined. Councilor Kelley seconded the motion which passed unanimously.

MOTION FOR COUNCIL TO INITIATE VACATION PROCEEDINGS FOR NORTH SIDE OF S.W. 13TH AVENUE. City Planner Gina Hartzheim stated this item came as a request from Mr. Paul Seaquist to initiate vacation proceedings for a 10-foot wide strip on the north side of SW 13th Avenue. The only issue before Council at this time is whether to initiate the vacation proceedings on Council's own motion. A public hearing would then be scheduled on the request, and staff as well as interested citizens would have an opportunity to provide input on whether or not to grant the vacation. The only other option for vacation would be to require the applicant to present a petition signed by property owners within a 400-foot radius of the vacated area. Because it appears that abutting property owners have no objection to the vacation, applicant is asking Council to initiate the vacation hearings on their own motion. Ms. Hartzheim explained the assessor's map stating that the area on SW 13th was platted as an 80-foot right-of-way. Vacation requests have been fulfilled east of Davis Street where 10-foot vacations on each side of SW 13th have been approved. Applicant's desire is to allow for more area that could be utilized to allow for construction of two new homes on the vacant property. There would not be any budget implications, and

because it is anticipated there will be no opposition to this request, staff recommends that a motion be made to direct staff to schedule a public hearing on vacation of a 10-foot wide by 100-foot long strip along the north side of SW 13th Avenue as shown on map submitted in fact-sheet. There are written consents from the property owners to the south of the vacation area and also to the southeast. The property east of the proposed vacation is now vacant.

Councilor Humbert asked if it was required to go through the hearing process. Ms. Hartzheim said yes, that the issue this evening is only to initiate the vacation request and direct staff to go through the process of advertising for a public hearing.

Councilor Humbert asked if Council could initiate vacation requests for both sides of SW 13th so as not to go through the process again. Ms. Hartzheim said she did not know about the construction on the property west of this and also did not know what kind of access to this property is needed. Assistant City Manager Linda Hall said this additional vacation request may stall the process for Mr. Seaquist. Ms. Hartzheim said she didn't think the process would be stalled, but would have to do some research regarding access. Councilor Humbert stated that if it wouldn't stall the process for Mr. Seaquist, he would prefer to initiate the vacation request for both sides of SW 13th.

Councilor Woods questioned the process for Council to initiate the hearing versus the applicant, and further questioned who paid for the public hearing. Ms. Hartzheim said that even if Council initiates the hearing, the applicant pays for advertising costs associated with the public hearing.

Councilor Woods motioned to direct staff to schedule a public hearing on vacation of a 10-foot by 100-foot strip along the north side of SW 13th Avenue west of S. Davis Street. Councilor Kelley seconded the motion which passed unanimously.

Councilor Woods stated he thought there were several areas that may need researched, not just the south side of SW 13th. Councilor Humbert said this is why he wanted to discuss this in one hearing. Councilor Woods indicated he would like to see several discussed. Ms. Hartzheim stated that there were several areas of the city with large right-of-ways, but felt they were site specific issues at this time. City Manager Delphine Palmer said that in the last city she worked for, this same issue came forward and they vacated several properties only to purchase them back later.

A discussion ensued.

Councilor Humbert motioned to have Ms. Hartzheim research the vacation of a 10-foot by 100-foot strip along the south side of SW 13th Avenue west of S. Davis Street. After discussion, Councilor Humbert reversed this motion.

Mayor Key announced this was the opportunity for citizens to approach the council with issues not on this agenda. None approached.

MANAGER'S REPORT

City Manager Delphine Palmer said that staff was working full-time on next fiscal year's preliminary budget. Something new this year will be meeting with all of the department heads as well as all of the bargaining units regarding future costs versus revenues and taking a very proactive role in solving potential future deficits.

Councilor Lyon asked about designing a biennium budget for the City. Ms. Palmer stated this was discussed and all of the department heads were very excited about it, but the electric department had concerns regarding rate forecasting. Other cities have biennium budgets, and Ms. Palmer stated she felt this would be an adjustment to develop forecasting procedures. Ms. Palmer also said that for six months of every year, department heads work full-time developing their budgets. Councilor Lyon asked about rates increases under a biennium system, if staff could return to Council for adjustments. Ms. Palmer said that she would rather have Council adopt the same procedure as Walla Walla, Washington, as their rates increase annually according to CPI (Consumer Price Index) increases. Ms. Palmer said she would like to budget for a rate specialist company to do an overview of all of our costs versus revenues and determine if our City's rates are what they are supposed to be. Councilor Woods asked for clarification stating that rate specialists would determine our current rates and then future years would increase according to CPI. Ms. Palmer said this is correct and further said this type of rate increase program is also good for citizens. The City of Walla Walla has council-authorized annual rate increases based on CPI, and this eases the budget process.

COUNCIL ANNOUNCEMENTS

Councilor Records announced he had moved to Walla Walla, Washington and effective this day, he resigned as Councilor in and for the City of Milton-Freewater. Councilor Records said he had enjoyed working with this Council, that it had been a wonderful experience and wished he could continue. Councilor Records further said he was born on Ward Street in the City of Milton-Freewater and will always consider this City to be his hometown.

Councilor Woods announced his candidacy for Umatilla County Commissioner and stated he would continue to serve on the City Council as if he did win, he would not be sworn in until 2007.

Councilor Irving announced that the "Logs to Frogs" committee meeting is Tuesday, February 28th at 7:30am at the Fountain Restaurant.

There being no further business, the meeting was adjourned at 7:40 p.m.

Lewis S. Key, Mayor